

1 SEP 1983

MEMORANDUM FOR THE RECORD

SUBJECT: Road Design

1. On 31 August 1983, the undersigned met with representatives of Virginia Department of Highways and Transportation (VDH&T) and Dewberry and Davis to finalize a scope of work for the road design contract. Present were:

- a. S. R. Conley, VDH&T
- b. William Jeffrey, VDH&T
- c. John Fowler, Dewberry & Davis
- d.  CIA

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2. The meeting was necessitated by the results of the first meeting of the CIA Traffic Advisory Committee. Discussions at that time led to agreement that an additional traffic flow alternative should be incorporated in the preliminary studies. This alternative will assume that all CIA expansion traffic can be placed on the George Washington Memorial Parkway. While the alternative is not considered feasible, it responds to a request from the Ad Hoc Committee that the design studies be balanced in the treatment of Route 123 and the Parkway.

3. Mr. Fowler stated that this requirement will extend the length of the study by approximately 30 days. The man-hours and schedules will have to be recomputed before negotiations with VDH&T can resume. Mr. Conley stated that notice to proceed will probably be delayed until early October as a result of this change.

4. Discussions then turned to how the interface with the Traffic Advisory Committee could be integrated in a timely and efficient manner. The consensus was that there should be four points during the study when Committee comment is invited:

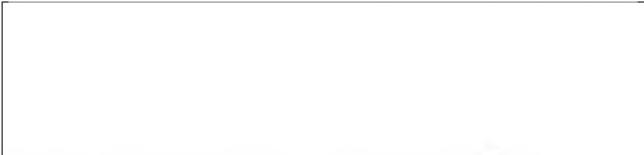
- a. At the mid-September meeting when the consultant makes a detailed presentation of the scope of work.
- b. At the conclusion of a traffic impact study at which time the deficiencies of the current intersections will be presented.
- c. At the conclusion of the alternatives study, at which time available construction options will be discussed, and
- d. After the draft preliminary design report has been disseminated for community review and comment.

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5. The writer emphasized the interrelationship of the study timing with the Agency project schedule and the criticality of the roads study to project approval and funding decisions. The consultant expressed concerns for their ability to meet all of our timing requirements but asked to be allowed time to examine his schedule options.

6. Mr. Conley promised to provide an outline of the revised scope of work within a week. He was advised that this would be disseminated to the Committee members with the meeting agenda.

  
Chief, ~~New Building~~ Project Office  
Office of Logistics

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